COLCHESTER BOARD OF EDUCATION
Policy Committee Meeting

Tuesday, June 3, 2025
3:00 PM
Board of Education Central Office

MINUTES

BOARD MEMBERS PRESENT : Donna Antonacci, Margo Gignac and Stefanie Tracey-Calash.

ADMINISTRATION PRESENT : Superintendent Daniel P. Sullivan, III

OTHERS PRESENT : Instructional Technology Coordinator Barbara Johnson, Executive Assistant to the Superintendent Alyssa Fratoni, Human Resources Coordinator Pauline Goetz

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1. **MEETING OPENING**
   1.1. Call to Order
   D.Antonacci called the meeting to order at 3:08 PM

   1.2 Roll Call
   D.Antonacci present in person
   M.Gignac present via phone call

2. **PUBLIC COMMENT**
   2.1. For Public Comments, please see Policy 1120 *Public Comment and Correspondence at Board Meetings*
   None.

3. ***CONSENT AGENDA**
   3.1. *Approval of Policy Committee Meeting Minutes of April 29, 2025
   Motion by: M.Gignac
   Motion to approve
   Second: D.Antonacci
   Roll Call: All in favor
   Vote: Motion carried

S.Tracey-Calash arrived in person at 3:16 PM
Superintendent Sullivan arrived in person at 3:22 PM

4. ***PRIORITY DISCUSSION / ACTION ITEMS**
   4.1. *Discussion and Possible Action on Series 4000 Policies

Motion by: S.Tracey-Calash
Motion to revise Policy 4112.8 *Nepotism* and bring to the full board at the next Regular Board of Education Meeting.
Second: M.Gignac
Roll Call: All in favor
Vote: Motion carried

Motion by: M.Gignac
Motion to revise Policy 4118.112 *Sex Discrimination and Sexual Harrassment in the Workplace (Personnel)* and bring to the full board at the next Regular Board of Education Meeting
Second: S.Tracey-Calash
Roll Call: All in favor
Vote: Motion carried

Motion by: M.Gignac
Motion to revise Policy 4118.5 *Policy Regarding Employee Use of the District's Computer Systems and Electronic Communications* and bring to the full board at the next Regular Board of Education Meeting.
Second: S.Tracey-Calash
Roll Call: All in favor
Vote: Motion carried

Discussion was had around Policy 4118.234 *Prescription Drug Use* but no action was taken at this time.

4.2. *Discussion and Possible Action on Board Docs and Policy Manual

B.Johnson stated that with the upcoming launch of the new website, all Board information will be stored there, eliminating the need for BoardDocs and resulting in a cost savings of around $3,000. However, due to recent changes, the current format is no longer accessible for screen readers. The manual may need to be recreated in a more accessible format, such as Google Docs, locked for viewing only but still maintaining accessibility features, or hosted on another accessible platform. She stated that a decision will need to be made by October.

The next Policy Committee Meeting is scheduled for Tuesday, June 10, 2025 at 2:00 PM

5. **ADJOURNMENT**

Motion by: S.Tracey-Calash
Motion to adjourn.
Second: M.Gignac
Roll Call: All in favor
Vote: Motion carried

D.Antonacci adjourned the meeting at 4:21 PM

Respectfully submitted,

Afratoni

Alyssa Fratoni
Executive Assistant to the Superintendent